



Library Board Meeting Minutes
August 11th, 2020 5:30pm

Meeting conducted electronically due to COVID-19 pandemic.

Minutes by R. Burck

Board Member Attendees: Robert Burck, Chris Morris, MaryBeth Paulisse, Rob Seltzer, Rose Sime, Art Waldman, Courtney Ward-Reichard, Cindy Zellers, and Ralph Zahnw

Staff Attendance: Rebecca Light, Jocelyne Sansing

Call to Order: 5:31 pm

1. Public Comments: none.

2. Approval of Minutes of July 14th, 2020 library board meeting (action): No corrections noted. Rob Seltzer made a motion to approve, seconded by Rose Sime. Motion passed unanimously.

3. Approval of July Vendor Reports (action):

Motion to approve the July Vendor Report by Art Waldman, seconded by Rob Seltzer. Waldman asked that in the future, we get the vendor reports e-mailed to us before the meeting so that we have more time to review the reports prior to approving them. Motion passed unanimously.

5. Old Business

None.

6. Committee Updates

A. Building: Jocelyne Sansing provided some updates related to the building. She noted that the Next Chapter funds are being held and administered by the Madison Community Foundation (MCF).

B. Development: Jocelyne Sansing discussed the Next Chapter total funds and a possible challenge match to raise the remaining funds. The Trustees also talked about an individual challenge, encouraging the Board of Trustees to participate in raising additional funds from personal donations, and encouraging others to also match our donations. Donations should be sent to the Madison Community Foundation (MCF).

7. Liaison Updates

A. City Council: Robert Burck reported that the City Council is entering Budget season through end of November. Funds will be tight, particularly in the Operating Budget (which includes Personnel).

B. Friends: Chris Morris reported that the library's closure is preventing the Friends from selling any books or engaging in much fundraising. The Friends have, unsurprisingly, not been able to meet much during the pandemic.

C. MCPASD: MaryBeth Paulisse summarized the many tasks being worked on by the schools, both for virtual learning and eventual in-person learning. Chromebooks were purchased for older students, while younger students will need iPads. iPads have a more appropriate hands-on interface which is better for young children. MCPASD is working on ways to improve Wi-Fi for families and working on ways to get books into their students' hands. Courtney Ward-Reichard requested that people visit the website of the MSPASD Education Foundation to see how they can help raise needed funds for the schools.

D. Community: Courtney Ward-Reichard confirmed that the 'Virtual Good Neighbor Fest' will be held from August 24-30. Check out the virtual activities, such as a 5k run/walk, library story time and scavenger hunt. See www.goodneighborfestival.com Please participate and support.

8. Director's Update/July Road Map: Jocelyne Sansing discussed the new format of the Road Map, which was well-received by the Board. The library continues to offer and expand "Curbside Hold Pickup Service," and is also bringing out their "Serendipity" cart to offer popular items that are typically in high demand so that patrons can stumble across these popular items. Lastly, the library will continue to offer all of their virtual programs, but they are working to make the programs even better.

The South-Central Library System (SCLS) deliveries are now occurring about 5 times per week. It used to occur around 2 times per day, so this is less than half as many deliveries as would be typical, but deliveries 5 times per week is still better than where we were a few months ago.

Cindy Zellers requested that corrections be made to the 2019 Annual Report (page 2) to correct the listed names of the Board of Trustees. Some names and positions listed were in error.

- a. **2021 Capital Budget:** Jocelyne Sansing reviewed the 2021 Budget Process calendar with the Trustees, and then proceeded to describe where library funding comes from. Art Waldman pointed out a typo in the Capital Improvement Budget (Exterior Signage for 2023) that Jocelyne corrected to correct the amount listed. No additional city funds. Motion by Rose Sime to approve the Capital Budget, seconded by Cindy Zellers. Motion passed unanimously.
- b. **2021 Personnel Budget:** Jocelyne Sansing said that the Personnel Budget and the Operating Budget are still being worked on, and there is additional information required from the City. Therefore, the Board agreed to defer action on the Personnel Budget and the Operating Budget.
- c. **2021 Operating Budget:** Jocelyne Sansing said that the Personnel Budget and the Operating Budget are still being worked on, and there is additional information required from the City. Therefore, the Board agreed to defer action on the Personnel Budget and the Operating Budget. Jocelyne noted that there were some operational savings because we were not buying as many books or periodicals, and the library was not using utilities as much.

9. New Business: none

10. Next Meeting: September 8th, 2020

11. Adjourn: Motion by Cindy Zellers to adjourn, seconded by Art Waldman at 6:57 PM. Motion passed unanimously.